

MAYOR & COUNCIL AGENDA COVER SHEET

MEETING DATE:

February 6, 2006

CALL TO PODIUM:

James D. Arnoult

RESPONSIBLE STAFF:

James D. Arnoult

AGENDA ITEM:

(please check one)

	Presentation
	Proclamation/Certificate
	Appointment
	Public Hearing
	Historic District
	Consent Item
	Ordinance
<input checked="" type="checkbox"/>	Resolution
	Policy Discussion
	Work Session Discussion Item
	Other:

PUBLIC HEARING HISTORY:

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

TITLE:

Resolution of the Mayor and City Council Authorizing the City Manager to Enter into a Contract to Purchase One (1) 2006 Single Axle Dump Truck with Snow Plow and Salter (\$94,538.00)

SUPPORTING BACKGROUND:

Unit #3618 is a 1995 single axle dump truck. Due to its age and condition, this vehicle is in need of replacement. This unit will be retained as a back-up vehicle. The current back-up unit will be traded in at time of delivery of the new truck. The vehicle that will be traded in is a 1991 single axle dump truck, unit # 3426.

This bid was advertised in the Gazette. Bid packages were also delivered to five local truck dealers that sell trucks meeting the specifications. Sealed bids were opened and tabulated on November 16, 2005. The following bids were received.

Criswell Chevrolet	\$94,538.00
J. Price International Truck	\$98,409.00

Staff recommends award to the lowest bidder meeting specifications, Criswell Chevrolet. There are sufficient funds budgeted in the vehicle replacement fund.

DESIRED OUTCOME:

Approve Resolution

Resolution Request Form

REQUEST FORM FOR RESOLUTIONS PERTAINING TO EXPENDITURES FROM THE CITY BUDGET (CONTRACTS/PURCHASES, TRANSFER FUNDS)

(Please attach the Mayor and Council Agenda Cover Sheet to this Form. For contracts/purchases, the Cover Sheet MUST include a list of all bidders and bid amounts.)

Requested by: James D. Arnoult Date of City Council Meeting: February 6, 2006
Director, PW, PM & E

AUTHORIZING

Purchase X Award Contract Transfer Funds Negotiate/
Execute a Contract

BID INFORMATION:

Advertisement Date November 2, 2005
Newspaper(s) Gaithersburg Gazette
Bids Opened/Tabulated (date) November 16, 2005

DESCRIPTION OF ITEM(S):

(Be specific; include quantity, item name, model number, etc.)

One (1) 2006 Single Axle Dump Truck with Snow Plow and Salter.

CONTRACTED/PURCHASE FROM:

Company Name: Criswell Chevrolet, Inc.
Street Address: 503 Quince Orchard Road
P. O. Box Number
City/State/Zip: Gaithersburg, Maryland 20878

CONTRACT/PURCHASE AMOUNT: \$94,538.00

Check One: In the Amount of X Not to Exceed

FUNDS TO BE EXPENDED FROM: Operating Budget X Capital Improvements Budget

Account Number: 310700 Vehicle & Equipment Replacement Fund
(For Finance Department use only; not to be included in the Resolution)

VERIFICATION OF AVAILABILITY OF FUNDS Available x Not available

James D. Arnoult 2/1/06
Finance Dept. Date

RESOLUTION NO. _____

RESOLUTION OF THE MAYOR AND CITY COUNCIL
AUTHORIZING THE CITY MANAGER TO ENTER INTO
A CONTRACT TO PURCHASE ONE (1) 2006
SINGLE AXLE DUMP TRUCK WITH SNOW PLOW AND SALTER

WHEREAS, an invitation to bid was duly advertised in the November 2, 2005, issue of the *Gaithersburg Gazette*, and sealed bids were opened and tabulated on November 16, 2005; and

WHEREAS, the Mayor and Council have determined to award a contract to the lowest bidder meeting City specifications:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of Gaithersburg, that the City Manager be and he hereby is authorized to enter into a contract to purchase One (1) 2006 Single Axle Dump Truck from Criswell Chevrolet, 503 Quince Orchard Road, Gaithersburg, Maryland 20878, in the amount of Ninety-Four Thousand Five Hundred Thirty-Eight Dollars (\$94,538.00); said funds to be expended from the Vehicle and Equipment Replacement Fund.

ADOPTED by the Mayor and City Council this 6th day of February 2006.

SIDNEY A. KATZ, MAYOR and
President of the Council

THIS IS TO CERTIFY that the foregoing
Resolution was adopted by the City Council
in public meeting assembled on the 6th day
of February 2006.

David B. Humpton, City Manager